# OFFICE OF TRAINING

Tentative Schedule

## Special Course in Instructional Programing

### OBJECTIVES

1. To familiarize the students in the latest techniques of instructional programing.

2. To provide a limited number of students with guided practice in instructional programing. These students will endeavor to program instruction in Agency (OTR) training subjects of their own selection.

3. To investigate the practical application of the methods and techniques of instructional programing to Agency training requirements.

### SCHEDULE

| Date and Time | Activity and Students Involved | Place |
|---|---|---|
| | FIRST WEEK | STATINTL |
| **6 March (Mon.)** 0900 - 1000 | General Introduction to Course | [redacted] ...ditorium |
| 1000 - 1100 | Question and Discussion [redacted] all students, and invited guests | |
| 1300 - 1700 | All students meet with [redacted] | 2223 Arlington STATINTL Towers |
| **7 March (Tues.)** 0830 - 1700 | All students meet with [redacted] and [redacted] | 2223 STATINTL |
| **8-10 March (Wed.-Fri.)** 0830 - 1700 | Full-time students work on individual programs | 2223 |

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## SECOND WEEK

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|---|---|---|
| <u>13 March (Mon.)</u><br>0830 - 1700 | Full-time students work on programs <br>~~and meet individually with~~ ███████████ | 2223 & 2203A<br>Arlington <br>Towers STATINTL |
| <u>14 March (Tues.)</u><br>0830 - 1200 | Full-time students work on programs<br>or meet individually with<br>instructor (K or D) | 2223 and<br>2203A |
| 1300 - 1700 | All students meet with instructor | 2223 |
| <u>15-17 March (Wed-Fri)</u><br>0830 - 1700 | Full-time students work on programs | 2223 |

## THIRD WEEK

| | | |
|---|---|---|
| <u>20 March (Mon.)</u><br>0830 - 1700 | Full-time students work on programs<br>and meet individually with<br>instructor (K or D) | 2223 and<br>2203A |
| <u>21 March (Tues.)</u><br>0830 - 1200 | Full-time students work on programs<br>or meet individually with<br>instructor (K or D) | 2223 and<br>2203A |
| 1300 - 1700 | All students meet with instructor | 2223 |
| <u>22-24 March (Wed-Fri)</u><br>0830 - 1700 | Full-time students work on programs | 2223 |

## FOURTH WEEK

| | | |
|---|---|---|
| <u>27-31 March</u> | (Same as THIRD WEEK) | 2223 and<br>2203A |

## FIFTH WEEK

| | | |
|---|---|---|
| <u>3-7 April</u><br>0830 - 1700 | Full-time students work on programs;<br>no meetings with instructor | 2223 |

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### SIXTH WEEK

| 10-14 April | (Same as THIRD WEEK) | 2223 and 2203A |

### SEVENTH WEEK

| 17-21 April | (Same as FIFTH WEEK) | 2223 |

### EIGHTH WEEK

| 24-28 April | (Same as THIRD WEEK) | 2223 and 2203A |

### NINTH WEEK

| 1-5 May | (Same as FIFTH WEEK) | 2223 |

### TENTH WEEK

8 May (Mon.)
0830 - 1700       Full-time students work on programs      2223 and
                  and meet individually with               2203A
                  instructor (K or D)

9 May (Tues.)
0830 - 1200       Full-time students work on programs      2223 and
                  and meet individually with instructor    2203A

1300 - 1700       All students meet with instructor

                  This is last scheduled meeting with
                  instructors under initial project.
                  If programs not completed, full-time
                  students may continue to work on
                  them, subject to supervisory approval.

COMMENT: The dates given in this tentative schedule are those which
now seem to provide the most satisfactory intervals between the several
consultations with the ██████████████████████████████████ instructors.
It takes into consideration such factors as practical lengths of time
between seminars needed by the full-time students, and the fact that
the instructors must travel from Pittsburgh. The best intervals are
hard to anticipate, however, and this schedule may therefore be subject
to change as the course proceeds. If such changes do occur, they are
much more likely after the end of March.

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NOTE: The dates given in this schedule do not allow for the possibility that the present ████ contract may be extended beyond 13 instructor-days. And they do not take into account that it will probably take each of the planned three students much longer than the allotted two months to write and refine programs of any length. One experienced programer has said that he doesn't consider a programer to be well-trained until he has written at least 1,000 frames. Another estimate is that it takes the well-trained programer about three days to prepare and refine the materials needed for one student hour of programed learning. These estimates suggest that the full-time students should not be expected to have completed programing major portions of courses until July or even later. (If shorter subjects are selected, the time will be less, of course.)

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QUESTIONS concerning this schedule, prior to 6 March 1961, should be directed to Mr. ████████ Room 2004, R & S Building, extension 3343, or to PPS/TR, 17 ████ x3531.